

CUPF CHARGEBACK AUTHORIZATION FORM



Please provide the following form with all CUPF building use requests or applications where payment will be via interagency chargeback.

| | |
|----------------------------------|--|
| Department | |
| Division/Program | |
| Phone | |
| Contact Name | |
| Mail receipt to address | |
| Charges for: (as applies) | |
| Building Use Form# | |
| Permit Number | |
| Location/Building | |
| Date of Service (s) | |
| Chargeback codes: | |
| Fund | |
| Cost Center | |
| Account | |
| | |
| Supervisor Name (print) | |
| Signature | |
| Date | |
| COMMENTS | |
| | |

Departments charging grant funds must process JE to PTAE0. CUPF does not have access to this ERP module.

Return form via email to
Elizabeth.habermann@montgomerycountymd.gov

Or fax

240.777.2707

Departments processing payments via PTAE0 modules should credit:

520.70001.44424.0000.0000.000